

Title 132C WAC
COMMUNITY COLLEGES--OLYMPIC
COMMUNITY COLLEGE

Chapters

132C-104 **Bylaws and standing orders of governing boards.**

132C-122 **Withholding services for outstanding debts.**

132C-285 **Grievance procedures.**

Chapter 132C-104 WAC
BYLAWS AND STANDING ORDERS OF
GOVERNING BOARDS

WAC

132C-104-005 Repealed.

132C-104-010 Repealed.

132C-104-015 Repealed.

132C-104-020 Repealed.

132C-104-025 Repealed.

132C-104-030 Repealed.

132C-104-035 Repealed.

132C-104-045 Repealed.

132C-104-050 Repealed.

132C-104-055 Repealed.

132C-104-060 Regular meetings of the board of trustees.

132C-104-07001 Legislative matters.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

132C-104-005 Name, composition, and powers of the Board of Trustees. [Order 4433, § 132C-104-005, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-010 The Board of Trustees. [Order 4433, § 132C-104-010, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-015 Special provision relating to the Board of Trustees. [Order 4433, § 132C-104-015, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-020 Officers of the Board. [Order 4433, § 132C-104-020, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-025 Powers and duties of officers. [Order 4433, § 132C-104-025, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-030 Committees. [Order 4433, § 132C-104-030, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-035 Meetings. [Order 4433, § 132C-104-035, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-045 Meeting procedures. [Order 4433, § 132C-104-045, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-050 Procedures. [Order 4433, § 132C-104-050, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

132C-104-055 Gifts. [Order 4433, § 132C-104-055, filed 1/24/74.] Repealed by 78-05-001 (Order 17, Resolution 45-

0378), filed 4/6/78. Statutory Authority: Chapters 28B.10 and 28B.50 RCW.

WAC 132C-104-005 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-010 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-015 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-020 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-025 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-030 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-035 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-045 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-050 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-055 Repealed. See Disposition Table at beginning of this chapter.

WAC 132C-104-060 Regular meetings of the board of trustees. One regular meeting of the Board of Trustees shall be held each month. This meeting shall be held on the fourth Tuesday [of] [on] each month and begin at 7:30 p.m., in the Art Lecture Room A-103, Olympic College Campus, Chester Street, Bremerton, Washington, or at such other time and place as the Board may direct from time to time and as published in the State Register. The location of each meeting is available in the office of the President, Olympic College, 16th and Chester Streets, Bremerton, Washington. [Statutory Authority: Chapter 28B.50 RCW. 78-09-008 (Order 20, Resolution 48-0678), § 132C-104-060, filed 8/7/78; Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 78-05-002 (Order 18, Resolution 46-0378), § 132C-104-060, filed 4/6/78.]

Reviser's Note: WAC 1-13-130 requires the use of underlining and deletion marks to indicate amendments to existing rules. The bracketed material in the above section does not conform to this rule.

WAC 132C-104-07001 Legislative matters. The board may from time to time designate persons to represent the board and the college in matters requiring action by the legislature or officers of the state of Washington. [Statutory Authority: Chapters 28B.10 and 28B.50 RCW. 78-05-002 (Order 18, Resolution 46-0378), § 132C-104-070 (codified as WAC 132C-104-07001), filed 4/6/78.]

Chapter 132C-122 WAC
WITHHOLDING SERVICES FOR OUTSTANDING
DEBTS

WAC

132C-122-010 Policy.
132C-122-020 Notification.
132C-122-030 Informal hearing notification.
132C-122-040 Procedure for informal hearing.

WAC 132C-122-010 Policy. If any person, including faculty, staff, student or former student, be indebted to the institution for an outstanding overdue debt, the institution need not provide any further services of any kind to such individual, including but not limited to transmitting files, records, transcripts or other services which have been requested by any such person. The institution reserves the right to set off any funds received from an individual against an outstanding overdue debt. [Statutory Authority: Chapter 28B.50 RCW. 78-09-009 (Order 19, Resolution 47-0678), 132C-122-010, filed 8/7/78.]

WAC 132C-122-020 Notification. Upon receipt of such a request for services where there is an outstanding debt due the institution from that person, the institution shall notify the person by first-class mail that the services will not be provided since there is an outstanding debt due the institution, and further that until that debt is satisfied, no such services as are requested will be provided the individual. When the institution exercises its right of set off, the institution shall notify the person by first-class mail of the amount applied and balance due, if any. [Statutory Authority: Chapter 28B.50 RCW. 78-09-009 (Order 19, Resolution 47-0678), 132C-122-020, filed 8/7/78.]

WAC 132C-122-030 Informal hearing notification. The letter of notification contained in WAC 132C-122-020 shall also notify the individual that he has a right to a hearing before a person designated by the president of the institution to the extent that he believes the records of the institution are incorrect concerning his indebtedness. The letter shall also indicate that the request for the hearing must be made within twenty days from the date of mailing said letter. [Statutory Authority: Chapter 28B.50 RCW. 78-09-009 (Order 19, Resolution 47-0678), 132C-122-030, filed 8/7/78.]

WAC 132C-122-040 Procedure for informal hearing. Upon receipt of a timely request for a hearing, the person designated by the president shall have the records and files of the institution available for review and, at that time, shall hold an informal hearing concerning whether the individual in fact owes or owed any outstanding debts to the institution. After the informal hearing, a decision shall be rendered by the president's designee indicating whether in fact the institution is correct in withholding services or applying set off for the outstanding debt, and if the outstanding debt is in fact owed by the individual involved, the set off shall remain

applied and no further services shall be provided. Notification of this shall be sent to the individual within five days after the hearing. Said decision shall constitute an informal proceeding established by the institution pursuant to the Higher Education Administrative Procedures Act as defined in RCW 28B.19.110. [Statutory Authority: Chapter 28B.50 RCW. 78-09-009 (Order 19, Resolution 47-0678), 132C-122-040, filed 8/7/78.]

Chapter 132C-285 WAC
GRIEVANCE PROCEDURES

WAC

132C-285-010 Grievance procedure.

WAC 132C-285-010 Grievance procedure. Any enrolled student or employee of Olympic College who believes he/she has been discriminated against on the basis of a handicap may lodge a formal institutional grievance by:

(1) Step 1: Informal meeting—Requesting an informal meeting with the individual believed to have committed the discriminatory act in an attempt to informally resolve the concern.

(2) Step 2: Official hearing—If not satisfied by the results of the informal meeting, the complainant may request in writing, stipulating a specific grievance(s), a meeting with the college handicap representative (administrative assistant to the president). Within thirty calendar days of receiving a written request, the handicap representative will have arranged a meeting and reported the findings, in writing, to both the complainant and the person to whom the complaint is directed. It shall be at the discretion of the complainant to determine whether the handicap representative will meet with each party separately or in a single meeting.

If the complainant requests a single meeting, the meeting shall be attended by the complainant, the person to whom the complaint is directed, and the handicap representative who will chair the meeting.

(3) Step 3: Presidential appeal—If the complaint is not resolved as a result of the hearing conducted by the handicap representative, either the complainant or the person to whom the complaint is directed may request an appeal to the college president in writing within ten calendar days after receiving the written results of the official hearing. Within fifteen calendar days after receiving a written request, the college president or his designee will conduct a presidential appeal hearing and report the findings in writing to both the complainant and the person to whom the complaint is directed.

(a) The college president or his designee, the handicap representative, the complainant, and the person to whom the complaint is directed, shall attend the presidential appeal hearing. The college president or his designee shall preside.

(b) Either the complainant or the person to whom the complaint is directed may have a reasonable number of witnesses present.

(c) The written findings of the presidential appeal will be considered final. No further intrainstitutional appeal exists.

This procedure is not applicable to applicants for admission or employment. [Statutory Authority: RCW 28B.50.140(13). 78-02-062 (Order 16), § 132C-285-010, filed 1/23/78.]

Title 132D WAC

COMMUNITY COLLEGES--SKAGIT VALLEY COMMUNITY COLLEGE

Chapters

132D-14 Rules of conduct and enforcement procedures.
132D-16 Parking and traffic regulations.

Chapter 132D-14 WAC

RULES OF CONDUCT AND ENFORCEMENT PROCEDURES

WAC

132D-14-020 Definitions.
 132D-14-080 Classroom conduct.
 132D-14-100 Criminal violations.
 132D-14-110 Distribution of printed and other materials.
 132D-14-150 Speakers on campus.
 132D-14-200 Summary suspension.
 132D-14-210 Initial disciplinary proceedings.
 132D-14-220 Appeal of disciplinary action taken by the assistant to the president for student affairs.
 132D-14-230 Composition and structure of the college disciplinary court.
 132D-14-240 Procedures for hearing before the college disciplinary court.
 132D-14-280 Final decision regarding disciplinary action.
 132D-14-290 Disciplinary action.
 132D-14-330 Effective date of the rules of conduct.

WAC 132D-14-020 Definitions. As used in this chapter 132D-14 WAC, the following words and phrases shall mean:

(1) "Academic dishonesty" shall mean plagiarism, cheating on examinations, fraudulent representation of student work product or other similar acts of academic dishonesty.

(2) "Alcoholic beverages" shall mean the definition of liquor as contained within RCW 66.04.010(16) as now law or hereafter amended.

(3) "Assembly" shall mean any overt activity engaged in by two or more persons, the object of which is to gain publicity, advocate a view, petition for a cause or disseminate information to any person, persons or group of persons.

(4) "ASSVC" shall mean the Associated Students of Skagit Valley College as defined in the constitution of that body.

(5) "Board" shall mean the Board of Trustees of Community College District No. 4, state of Washington.

(6) "Chief administrative officer" shall mean the President of Skagit Valley College and President of Community College District No. 4.

(7) "College" shall mean Skagit Valley College and any other community college centers or facilities established within Community College District No. 4.

(8) "College facilities" shall mean and include any or all real property controlled or operated by the college and shall include all buildings and appurtenances affixed thereto or attached thereto district-wide.

(9) "Demonstrations" shall mean any overt activity engaged in by one or more persons, the object of which is to gain publicity, advocate a view, petition for a cause or disseminate information to any person, persons or group of persons.

(10) "Disciplinary action" shall mean and include the expulsion, suspension or reprimand of any student by the chief administrative officer pursuant to WAC 132D-14-290 for the violation of any designated rule or regulation of the rules of conduct for which a student is subject to disciplinary action.

(11) "Drugs and narcotics" shall mean and include any narcotic as defined in RCW 69.33.220(14) as now law or hereafter amended and shall include any dangerous drug as defined in RCW 69.40.060 as now law or hereafter amended.

(12) "Faculty members" shall mean any employee of Community College District No. 4 who received a probationary faculty appointment or faculty appointment under the terms of community college tenure law, section 33, chapter 283, Laws of 1969 ex. sess., as now law or hereafter amended.

(13) "Judiciary committee" shall mean the committee of that name which is part of the all-college committee structure at Skagit Valley College.

(14) "Rules of conduct" shall mean those rules contained within chapter 132D-14 WAC as now exist or which may be hereafter amended, the violation of which subject a student to disciplinary action.

(15) "Student" shall mean and include any person who is regularly enrolled at the college.

(16) "College disciplinary court" shall mean the judicial body provided in WAC 132D-14-230.

(17) "Trespass" shall mean the definition of trespass as contained within chapter 7, Laws of 1969 as now law or hereafter amended. [Statutory Authority: RCW 28B.50.140(13). 79-12-019 (Resolution 79-6), § 132D-14-020, filed 11/15/79; Order 1-70, § 132D-14-020, filed 6/29/70.]

WAC 132D-14-080 Classroom conduct. (1) Any student who, by any act of misconduct, substantially disrupts any college class by engaging in conduct that renders it difficult or impossible to maintain the decorum of the faculty member's class shall be subject to disciplinary action.

(2) The instructor of each course offered by the college shall be authorized to take such summary steps as may be necessary to preserve order and to maintain the effective cooperation of the class in fulfilling the objectives of the course; provided, a student shall have the